

**New York State Department of Health  
Office of Professional Medical Conduct**

**Bureau of Adjudication  
IFB No. 16106**

**Hearing Reporter Services for Department of Health Hearings**

**July 30, 2015**

**Amendment 1**

**Section A. Introduction (on page 4) of the above referenced IFB is hereby deleted in its entirety and replaced with the following:**

The New York State Department of Health (Department) will accept bids from qualified firms for the provision of hearing reporter services throughout New York State, as delineated in the List of Regions and Cities within each Region (Attachment 5). Contractors may submit bids for one (1) or more of the regions listed. The Department intends to contract with one (1) vendor for each of the designated regions. It is the intention of the Department to enter into a contract (s) for a term of five years (5) years beginning on or about the date specified in the Schedule of Key Events.

**Section B.1. Background, Office of Professional Medical Conduct, bullet 1 (on page 4) of the above referenced IFB is hereby deleted in its entirety and replaced with the following:**

1. Office of Professional Medical Conduct:
  - Hearing committees of the Board for Professional Medical Conduct serve as the triers of fact when a physician or physician assistant has been charged with professional misconduct. The hearing committee is convened to hear the evidence that supports the charges and the licensee's response to those charges. Both a Department of Health attorney and the respondent's attorney present evidence, which may include witnesses and documents. An Administrative Law Judge (ALJ) sits with the hearing committee and rules on all legal motions and other matters of law. A hearing can take several days and may include pre and final hearings. Each *hearing day* will be treated separately for billing purposes. These hearings require the original transcript, one (1) copy, and up to five (5) sets of [four (4) pages on one (1) page] condensed copies. Pre and intra hearings do not require the condensed copies.

All other terms and conditions remain the same.